

**NURSING HOME ADMINISTRATORS EXAMINING BOARD
MINUTES
MADISON, WISCONSIN
FEBRUARY 15, 2001**

PRESENT: Karen Robinson, Robert Mulder, Robert Kessler, David Egan, Roxann Sobek and Jerry Schallock; Anthony Oberbrunner (until 12:22 p.m.)

ABSENT: Patricia Schulz

STAFF PRESENT: Cletus Hansen, Jan Neitzel; Ruby Jefferson-Moore, Legal Counsel

CALL TO ORDER

The meeting was called to order at 9:45 a.m. by Karen Robinson, Chair. A quorum of 7 voting members was present.

AGENDA

MOTION: David Egan moved, seconded by Roxann Sobek, to adopt the agenda as published. Motion carried unanimously.

MINUTES (12/14/00)

MOTION: David Egan moved, seconded by Roxann Sobek, to approve the minutes, as written. Motion carried unanimously.

ELECTION OF OFFICERS

MOTION: Robert Mulder moved, seconded by Robert Kessler, to nominate and elect Karen Robinson as Chair. Motion carried unanimously.

MOTION: Roxann Sobek moved, seconded by David Egan, to nominate and elect Jerry Schallock as Vice-Chair. Motion carried unanimously.

MOTION: Roxann Sobek moved, seconded by Robert Kessler, to nominate and elect Pat Schultz as Secretary. Motion carried unanimously.

ADMINISTRATIVE REPORT

Secretary Cummings' Report

Secretary Cummings was present for a portion of the meeting and discussed her upcoming retirement.

The Board thanked the Secretary for her support and wished her well in her retirement.

Secretary Cummings stated that Representative Johnsrud has introduced legislation that would require hospital administrators to have a degree and suggested that he would be a good contact for the Board.

Bureau Director's Report

- **Board Roster**

The Board received an updated copy of the Board roster. Noted.

Resignation of Omar Barberena

The Board noted the resignation of Omar Barberena from the Nursing Home Administrator Board.

- **2001 Meeting Dates**

A copy of the 2001 meeting dates was included in the agenda packet. Noted.

- **To-Pass Folder**

Information was circulated in the To-Pass Folder and duly noted.

CAREGIVER BACKGROUND CHECKS

Meeting with Representatives of the Department of Health and Family Services

Donna Cochem and Sherry Busse, DHFS, addressed the concern of the Board relating to prohibiting licensees from working who have a record of abuse, neglect or misappropriation.

Ms. Cochem stated that the Registry is for non-credentialed caregivers.

Ms. Cochem advised that the background checks undertaken by facilities relate to records of abuse, neglect or misappropriation that occurred in Wisconsin. That's equally true of criminal records checks conducted by the Crime Information Bureau.

Ms. Cochem recommended the following two changes to the IBIS letter:

1. "Non-credentialed" be added to page one
2. Distinguish between a "finding" and "disciplinary action"

Jack Temby will discuss with IT personnel suggestions offered by board members for improving the accessibility of information between BQA and DRL.

LEGISLATIVE UPDATE

SB 299 and AB 607, Requirements that Apply to a Person Taking the Examination for a Nursing Home Administrator License

The Board will ask Senator Moen to introduce a bill in the Senate. Representative Sheldon Wasserman has already agreed to sponsor a bill in the Assembly.

The Board noted that Wisconsin is among the 14 states that do not require a nursing home administrator to have a B.A. degree.

ADMINISTRATIVE RULES UPDATE

Revision of HFS Rules

The Board noted a timetable (dated 2/13/01) for promulgation of rule HFS 132.

Scope Statement for NHA Rules Revisions

The Board requested the removal of “(a)” after “NHA 2.02 (1)(a),” as used in NHA 4.01(d).

The Board reviewed the scope statement and requested that “more than” be added before “one” in the following sentence on p. 2: A “pattern” would be defined as one occurrence in three years.

MOTION: Roxann Sobek moved, seconded by Jerry Schallock, to approve the scope statement including the amendments and changes. Motion carried unanimously.

EXAMINATION ISSUES

Correspondence From the National Association of Boards of Examiners of Long Term Care Administrators

The Board discussed a survey dated January 11, 2001, received from the National Association of Board of Examiner of Long Term Care Administrators.

MOTION: Jerry Schallock moved, seconded by David Egan, to request that Clete Hansen respond “yes” to “my state board is in favor of immediate feedback to candidates in the form of a preliminary pass/fail status.” Motion carried unanimously.

Report of Exam Center

The Board received the February 2, 2001, NAB survey and noted the decrease in the number of candidates sitting for the national exam from 1998 to 2000.

BOARD MEMBER ACTIVITY

Karen Robinson reported that she attended the Bureau of Quality Assurance Industry meeting February 13, 2001. Ms. Robinson stated that the number of jeopardy cases for region 5 (including Wisconsin) have increased in the last year.

HEARING ON APPLICATION FOR NURSING HOME ADMINISTRATOR EXAMINATION

Mary Jo Hill, Ellsworth

A telephone conference hearing was held from 11:05 –11:21 a.m., relating to the application for licensure of Mary Jo Hill. Deb Barnes, Director of Operations for the Lutheran Home Association, and Twyleh Wieland, Administrator of Fountain City, were witnesses for Ms. Hill.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

None.

NEW BUSINESS

None.

RECESS TO CLOSED SESSION

MOTION: Robert Mulder moved, seconded by David Egan, to convene the meeting in Closed Session pursuant to sections 19.85(1)(a), (b),(f) and (g), Wis. Stats.: to consider the licensing or discipline of a person licensed by this Board or the investigation of charges against such a person. Specifically, to discuss case status reports, case closings, and the pending application of Mary Jo Hill. Motion carried by a roll call vote: David Egan-yes; Robert Kessler-yes; Robert Mulder-yes; Jerry Schallock-yes; Roxann Sobek-yes; and Karen Robinson-yes. Motion carried unanimously.

Open Session recessed at 11:43 a.m.

The Board received a copy of the Case Status Report.

The Board deliberated concerning the application of Mary Jo Hill for a nursing home administrator license. The board also deliberated on 2 case closings.

RECONVENE IN OPEN SESSION

MOTION: Jerry Schallock moved, seconded by Robert Kessler, to reconvene in Open Session at 1:27 p.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

HEARING

MOTION: Jerry Schallock moved, seconded by Roxann Sobek, accept the documentation of 2000 hours of required experience submitted by Mary Jo Hill. Motion carried unanimously.

CASE CLOSINGS

00 NHA 025

MOTION: David Egan moved, seconded by Roxann Sobek, to close 00 NHA 025, for P2. Motion carried unanimously.

00 NHA 008

There was no motion by the Board relating to case 00 NHA 008.

Anthony Oberbrunner left at this point.

OTHER SUCH ITEMS AS AUTHORIZED BY LAW

The Board would like clarification added to the rules relating to the guidelines for credential holders who provide false information relating to continuing education.

ADJOURNMENT

MOTION: Roxann Sobek moved, seconded by Jerry Schallock, to adjourn the meeting at 12:32 p.m. Motion carried unanimously.